
Site Configuration

This chapter provides detailed instructions for defining MAT sites. Only MAT system administrators are authorized to define a MAT site.

Site data describes the Meridian 1 configuration, including administrative information, site options, software release and issue, and the communication protocol for transmitting and retrieving Meridian 1 data.

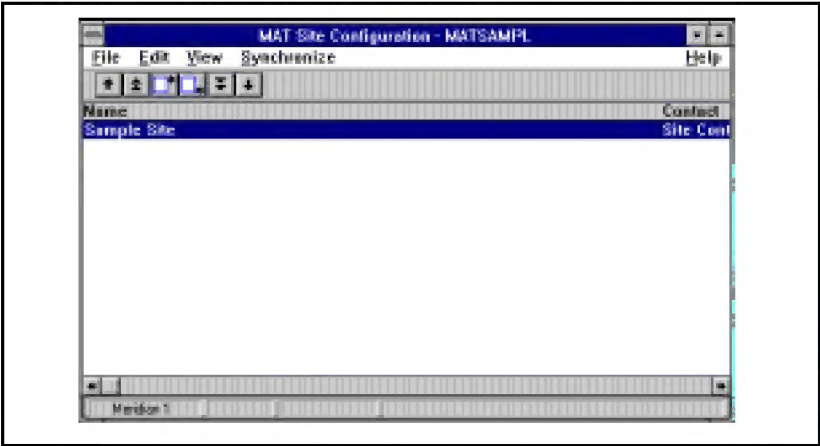
Configuring MAT Sites

Follow these instructions to manage MAT Site information:

- 1 Begin at the MAT Configuration window. (If necessary, double-click on the MAT/Site/User Configuration icon in the Meridian Administration Tools window.)
- 2 Open the View menu in the MAT Configuration window.

3 Select **Sites**. The MAT Site Configuration window appears.

Figure 14
MAT Site Configuration window

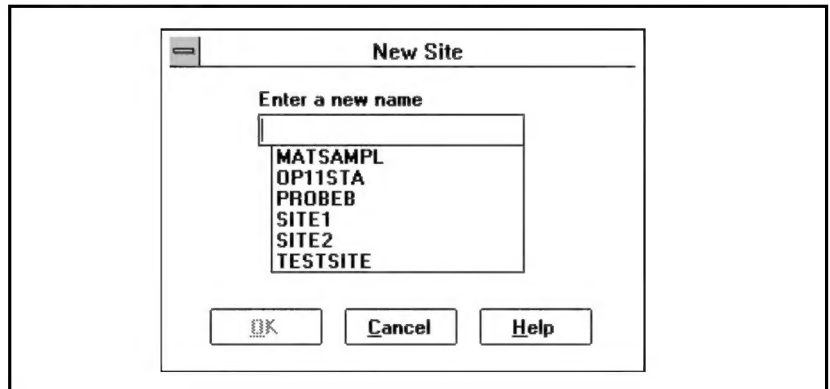


When the Site Configuration window first appears, the workspace appears blank. You must create a new site or open an existing site before you can configure it. Instructions on creating a new site and opening an existing site follow.

Configuring a New Site

- 1 To create a new site, select **New Site** from the File menu. The New Site dialog appears.

Figure 15
New Site dialog



- 2 Enter a site name in the box. Click on **OK** to create the new site and close the dialog. (As with other dialogs, you can click on **Cancel** to return without creating a new site, or Click on **Help** to display on-line help for this dialog.)

MAT dims the **OK** button if you enter a name that is already in use. This prevents you from entering a duplicate site name. The dialog accepts any alphanumeric data, but the system uses only the first eight characters. For example, **HomeOffice** is truncated to **HOMEOFFI**.

When you return to the MAT Site Configuration window, the first line in the work space is highlighted. This represents the new open site. The name of the new site appears in the title of the MAT Site Configuration window. It also appears in the site dialog boxes accessed from the File menu (such as New Site, Open Site, Close Site, and Delete Site).

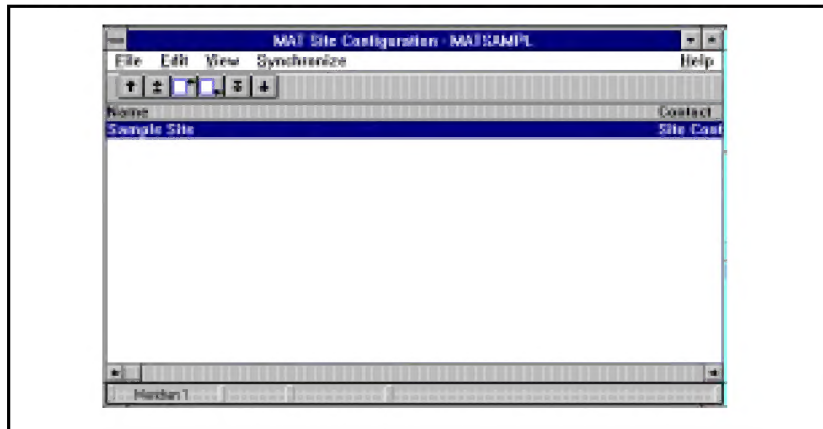
- 3 Double-click on the highlighted blank line to open the newly created site. The Meridian 1 Site Configuration dialog appears.

Opening an Existing Site

- 1 To open an existing site, select **Open Site** in the File menu of the MAT Site Configuration window. The Open Site dialog appears. Select the site you wish to open, then click on **OK**.

The Meridian 1 Site Configuration dialog appears.

Figure 16
Site Configuration window



Editing Site Information

You can have only one site open at a time. If you open another site, the current site closes automatically, saving any changes you may have made.

- 1 Open the View menu and select from the following views of the MAT Site Configuration database:

Meridian 1	Basic site data
Customer	A list of customers using this site
Numbering Plan	A list of numbering plans used by this site
Hardware	A list of card types installed in the Meridian 1

The menu shows a check-mark beside the currently selected view. In addition, the MAT Site Configuration window displays the title of the current view in the lower left corner of the window frame.

- 2 Enter or change data as described in the following sections. When you click on **OK**, the record is updated.

Editing the Meridian 1 view

This is the default view of the site database record. It is displayed when you double-click on the highlighted site in the MAT Site Configuration window.

The following list defines valid data for each input field in this view. Use the <Tab> key to move from field to field.

Site Name—the full name of the open site; up to 31 alphanumeric characters, including blanks.

Address—usually, but not limited to, the street address or location of the site; up to 31 alphanumeric characters, including blanks.

City—usually, but not limited to, the city or other location of the site; up to 15 alphanumeric characters, including blanks.

State/Province—usually, but not limited to, the state, province, or other location of the site; up to 7 alphanumeric characters, including blanks.

Country—usually, but not limited to, the country or other location of the site; up to 15 alphanumeric characters, including blanks.

Figure 17
Meridian 1 Site Configuration dialog

Meridian 1 Site Configuration			
Site Name Sample Site		Site Contact Site Contact's Name	
Address 685 East Middlefield		Contact Phone 408 555 1212	
City Santa Clara	State/Province CA	Cutover Date 7/11/76	
Country USA	ZIP/Postal Code 95050	Meridian 1 Site ID K43765	
Machine 81.81C (CP) ±	Generic No Am ±	Release 19 ±	Issue 7
Configuration Record Maximum Speed Call Lists: 100 Maximum ACD Agents: 99 ☒ Multiple Loop Directory Numbers ☒ Multiple Appearance Redirection Prime			

Zip/Postal Code—usually, but not limited to, an identifying code for the site's location; up to 9 alphanumeric characters, including blanks.

Site Contact—the name of a contact, such as the site administrator; up to 31 alphanumeric characters, including blanks.

Contact Phone—the telephone number of the contact; up to 16 digits.

Cutover Date—the date the configuration was installed on the Meridian 1, in *mm/dd/yy* format, where:

<i>mm</i>	month, limited to 01 through 12
<i>dd</i>	day, limited to 01 through 31
<i>yy</i>	year, any 2-digit number

Meridian 1 Site ID—usually, but not limited to, identifying the serial number of the Meridian SL-1 site. This field accepts up to 15 alphanumeric characters, including blanks.

Machine Type—the machine option type of the Meridian 1 at the site; entry must be from the list of machine types that appears when you click on the field.

Generic—identifies the software type in use; entry must be from the list of codes that appears when you click on the field.

Release—the software release being used; entry must be from the list of codes that appears when you click on the field.

Issue—the software issue being used; entry is limited to the range of 0 to 99.

Maximum Speed Call Lists—the maximum number of Speed Call lists permitted for the site; a numeric value in the range of 0 to 8190.

Maximum ACD agents—the maximum number of Automatic Call Distribution (ACD) agents permitted for this Meridian 1; a numeric value in the range of 0 to 1200.

Multiple Loop Directory Numbers—indicates whether the site uses a single DN for multiple loops.

Multiple Appearance Redirection Prime—indicates whether the site database uses controls for hunting and forwarding on multiple appearance DNs.

SDI 1, SDI 2, SDI 3, SDI 4—buttons that let you access the Meridian 1 Communications dialog. Use these to define up to two protocols for communicating with the Meridian 1. For example, one protocol might govern downloading data from a Meridian 1; the other, uploading data to the Meridian 1.

The Station Administration module by default will only use SDI 1. The Traffic Analysis module will default to SDI 1 unless a buffer unit is equipped and configured for SDI 2. In this case, it will default to SDI 2. You can configure Traffic Analysis to use either SDI 1 or SDI 2 by selecting the parameters in the Traffic Data Collection function (refer to the *Traffic Analysis User Guide*).

Figure 18
Meridian 1 Communications Parameters dialog

Enter these parameters in the following fields:

M1 Modem Type—the type of modem which is attached to the Meridian 1. Select from: Hayes Compatible, Custom, or None.

Phone Number—the phone number to be dialed to access the modem at the Meridian 1.

Buffer Equipment Type—the type of buffer unit used for traffic data collection.

PC Modem Type—the type of modem which is attached to the PC. Select from: Hayes Compatible, Custom, or None.

PC Comm Port—the communications port on the PC where the PC modem is connected.

M1 Modem Password—the password used to access the Meridian 1 modem (if required).

Baud Rate—the baud rate at which the modems communicate.

Data Bits—the data bits for this modem connection.

Stop Bits—the stop bits settings for this modem connection.

Parity—the parity for this modem connection.

Time Out—time in seconds in which the PC modem will wait for a response from the receiving Meridian 1 modem before proceeding with communications. This is useful for managing the data transfer in modems with slow baud rates (e.g., 110 or 300).

Delay—time in 1/18 seconds by which the PC modem will delay the transfer of each data bit to the receiving Meridian 1 modem. This is useful for managing the data transfer in modems with slow baud rates, or increasing their transmission speeds.

If your system requires custom modem definitions for either the Meridian 1 Modem or the PC Modem, then use the following functions to enter this information.

Custom Equipment Settings

The Custom Equipment Settings function allows you to define the command sequences which may be required to access the communications source on the Meridian 1. Different command sequences can be entered for different types of custom equipment and can then be selected from the Site Configuration function. These settings will automatically be invoked when a modem from the PC attempts to communicate with the Meridian 1's communications device.

To enter custom settings for a specific type of equipment, click on **Custom Configuration** from the SDI Configuration dialog in the Site Configuration function. The Custom Equipment Settings dialog will appear allowing you to select a defined type of equipment or enter a new type of equipment with new settings.

Enter this communications equipment's information in the following fields:

Equipment—to enter a new equipment name with new custom settings, type in the name of the new equipment in the Equipment drop-down combo box. This can be a brief description of this equipment or its name. It is only used for informational purposes. If you wish to edit a predefined equipment configuration, select the equipment name from this list box and enter the new information in the Await Text, Time Out, and Send Text fields for this equipment.

Depending on the type of equipment being defined, each type of equipment can have multiple commands assigned to it. These commands will be executed sequentially as they are listed in the fields of this dialog (the first line will be executed first, then the second line, etc.). Refer to your equipment documentation for the command sequences which are required to access its communications device.

Enter the equipment's settings (command sequences and times) in the following fields.

Await Text—some types of communications equipment may require that a modem waits for a command to be sent to it from the equipment before it can send a command back to it. In this field, enter the command which is to be sent from this equipment to the PC's modem. Control characters are represented with the caret (^) before the character (e.g., ^M would represent <Ctrl-M>).

Time Out—enter the maximum time which the system will wait for the command in the Await Text field to be sent from this communications equipment to the modem at the PC.

Send Text—enter the command which will be sent from the PC's modem to this equipment. This is used to send commands through the equipment to reach the communications device.

If this equipment requires multiple Await Text and Send Text commands, then continue to enter these commands and their times in the remaining Await Text, Time Out, and Send Text fields.

Once you have entered this equipment's information, click on **OK** to save it and select that equipment. This will return you to the SDI dialog with this equipment selected.

Click on **Cancel** to exit from this dialog without saving any changes.

If you edit the equipment's commands and then attempt to exit from the dialog or select another type of equipment, the system will prompt you with the message: 'The settings have changed. Do you want to save the changes?'. Click on **Yes** to save these changes or **No** to exit without saving them.

If you wish to delete a type of equipment from the defined list of equipment in the Equipment drop-down combo box list, click on the equipment name in the Equipment list to highlight it and click on the **Delete** command button. At the 'Are you sure? Delete Equipment.' prompt, click on **Yes** to delete that equipment name and its commands. Click on **No** to exit to the Custom Equipment Settings dialog without deleting it.

Once you exit from this dialog, you can select the Custom Equipment option command in the SDI Configuration dialog to use this equipment's commands when communicating with the PC's modem. It will use the latest equipment name you selected from this configuration.

Custom Modem Configuration

Use the Custom Modem Configuration function to define the parameters for a custom modem which will be connected to the PC. This will be used to establish a connection between the PC's modem and the Meridian 1. Certain modems use commands which have not been defined for the MAT system. Therefore, you must enter the parameters for the modem and then select that modem for communications.

To enter the parameters for a custom modem and then select that modem for communications, click on the **Custom Configuration** command button from the SDI dialog in the Site Configuration function. The Custom Configuration dialog will appear with the previously selected custom modem (if any have been defined).

Enter the custom modem's settings in the following fields.

Modem—select a predefined custom modem (if any) by clicking on the name of that modem in the Modem drop-down combo box. Notice that its parameters will appear in the fields of this dialog. To enter a new modem's parameters, enter the modem name in the edit field of this drop-down combo box and these parameters in the remaining fields of this dialog. The modem name is used for informational purposes only and can contain such information as its brand name, speed, or a brief description.

Dial Prefix—enter the text which appears on the command line before the telephone number when dialing to the modem at the external source (e.g., ATDT).

Dial Suffix—enter the text which appears after the telephone number on the command line when dialing (e.g., an authorization system code).

Initialization—most modems require a string of characters which must be entered at the command line before communications is attempted. This command is used to initialize and start up the modem for communications. In this field, enter the initialization string for this modem.

Answer Setup—this field is for future use.

Disconnect—enter the command which disconnects (hangs up) the modem from the external source and ends the communications session (e.g., ATH).

Connect—enter the response (echo) which the modem is seeking to acknowledge a connection to the external source (e.g., CONNECT).

Command OK—when a command is entered at the modem prompt, it requires a signal (echo) which indicates that it has been answered. This could indicate such activities as the modem switching from data mode to command mode. In this field, enter the command which indicates this response (e.g., OK).

Once you have entered this modem's parameters, click on **OK** to save it and select that modem. This will return you to the SDI Configuration dialog with this modem selected for communications.

Click on **Cancel** to exit from this dialog without saving any changes.

If you edit the modem's parameters and then attempt to exit from the dialog or select another modem name, the system will prompt you with the message: 'The settings have changed. Do you want to save the changes?'. Click on **Yes** to save these changes or **No** to exit without saving them.

If you wish to delete a modem name from the defined list of modems in the Modem drop-down combo box list, click on the modem name to highlight it and click on the **Delete** command button. At the 'Are you sure? Delete Modem Name.' prompt, click on **Yes** to delete it. Click on **No** to exit to the Custom Modem Configuration dialog without deleting the selected modem.

Once you save this information and exit from the Custom Modem Configuration dialog, you can then select the Custom Modem option from the SDI Configuration dialog to have the system use this defined custom modem for communications.

Note: Ensure that these communications parameters accurately match the requirements of the Meridian 1. Otherwise, the system may not properly communicate with the switch or collect traffic data.

Consult your PC system communications documentation for the values required in this dialog. After you complete your entries, click on **OK** to update the database and return to the Meridian 1 Site Configuration dialog.

Hayes Modem Compatibility

The Hayes modem dialing script has been enhanced to monitor for Hayes incompatibility. The script will identify which of the Hayes commands that fail when it tries to talk to the modem. If an incompatibility should ever occur, please refer to your modem owner's manual for the Hayes commands. The following commands are the minimum required for Hayes compatibility.

ATH	Hayes hang-up command
ATV1	Hayes echoes word response, e.g. CONNECT
ATZ	Hayes command to reset your modem
ATQ0	Hayes command to enable modem responses
ATSx	Hayes command to change the S registers where x = 0 - Disabling auto answer where x = 7 - Wait time for remote carrier
ATX1	Hayes command for requesting X1 response set
ATDT	Hayes command instructs your modem to dial (originate) a telephone call using touch-tone dialing

Maintenance and Installation Mode

In the Site Configuration module/Mode button dialog, the user may select whether the entry activity for this site will be in Installation or Maintenance mode.

Maintenance Mode

Maintenance mode is the normal mode used to update both MAT and the Meridian 1 system in a manner designed to keep the two systems properly synchronized. After completing data entry activity in the MAT PC system, you will be prompted to Synchronize the Meridian 1 system. If you choose OK (without changing either date or time), all the changes made during the updating of this station will be immediately transmitted to the Meridian 1 system. CPND changes made through the Station in maintenance mode will also be transmitted with the station changes if you choose to transmit when prompted.

It is possible to cancel the synchronization activity, but care should be exercised to insure that all the changes are sent at a later time to the Meridian 1 system. If you choose 'Cancel' in the Synchronization dialog when prompted, CPND changes will have to be transmitted separately through the CPND module. It is also possible to delay the transmission activity by specifying a later time in the synchronization dialog.

Installation Mode

Installation mode is provided to allow a large number of changes before transmitting these changes to the Meridian 1 system. Installation mode will not prompt for synchronization each time a change is made to CPND and/or Station data. In Installation mode some of the DN validations will be suppressed to allow flexibility in configuring set features with DNs that may or may not have the associated sets configured.

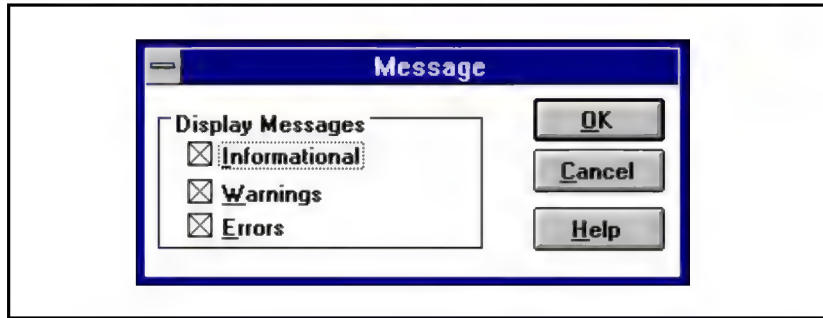
The Validate feature (under the File menu in the Station module) will provide this DN checking in addition to other data validations. Validate should be invoked after all changes have been made and prior to transmitting the changes to the switch. After a successful validation all changes should be synchronized with the Meridian 1.

Note: The CPND modifications must be sent to the Meridian 1 system, from the CPND module, and are not sent automatically with the station information when in Installation mode.

Messages

Msgs—Accesses a dialog in which you specify your operational mode and which message types are to appear during installation or maintenance operations.

Figure 19
Messages dialog



Click on the check boxes to select which of the following message types to display:

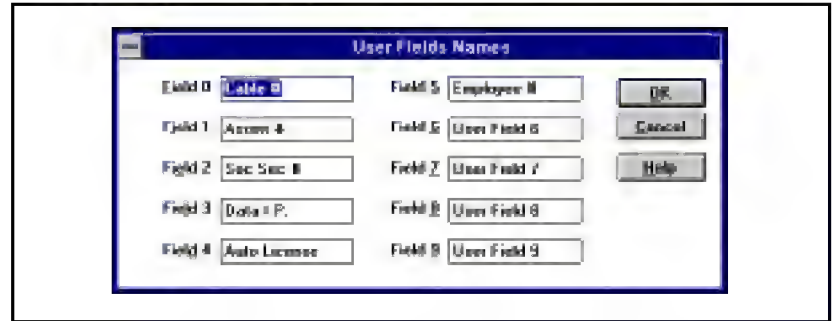
Informational	Status and procedural; no intervention required
Warnings	Unusual condition that system can self-correct; no operator intervention required
Errors	Unusual condition that system cannot self-correct; operator intervention required

Note: All messages are written to the system log. These check boxes define which messages the system displays to the screen.

Click on **OK** to return to the MAT Site Configuration window, accepting and updating the values currently in the data fields. Click on **Cancel** to return to the MAT Site Configuration window without making any changes to the current site record.

Fields—a button that accesses the User Field Names dialog, on which you can define up to ten fields for site-specific station data.

Figure 20
User Fields Names dialog



Enter a field name (not a field's *value*) in the appropriate Field box. Click on **OK** to make the fields available to all stations in this site. Click on **Cancel** to cancel this operation and return to the previous dialog.

By naming fields here, you make them available during subsequent Station Configuration (using the MAT Station Administration application).

Options

Click on **Options** to access the Software Option Packages dialog. The Option Packages dialog contains a scrollable, multi-choice list of all option packages available with the Meridian 1 for the selected release. The selected options are highlighted.

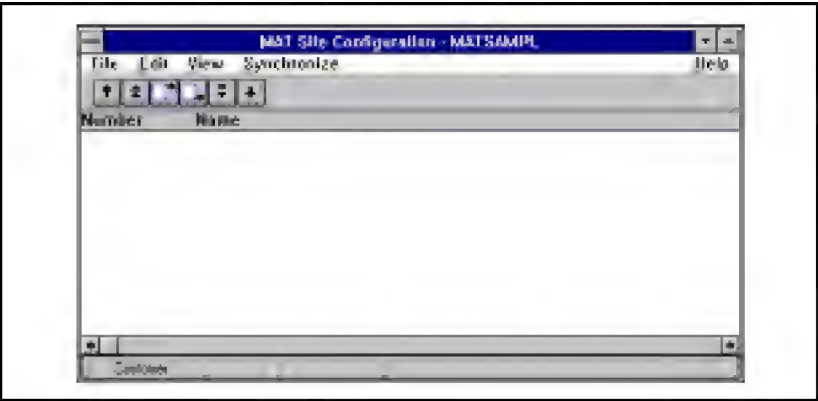
Select each item by clicking on it—the selection is highlighted. Clicking on an item again cancels or deselects the selection.

To select all of the items in this list, click on **Select All**—all of the items are highlighted. To cancel all selections, click on **Clear All**.

Editing the Customer view

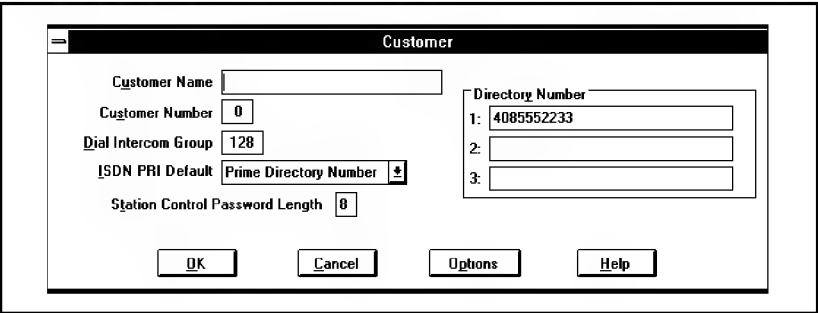
Select **Customer** from the View menu of the MAT Site Configuration window to display a list of the customers defined for the site.

Figure 21
MAT Site Configuration window (Customer view)



Select **Add** from the Edit menu to add a new customer. Select **Update** from the Edit menu to update an existing customer.

Figure 22
Customer dialog



The following list defines valid data for each entry field in the Customer dialog. Use the <Tab> key to move from field to field.

Customer Name—the name of the customer, up to 29 alphanumeric characters.

Customer Number—the customer's identifying number; in the range 0 to 99.

Dial Intercom Group—the number of groups per customer; in the range 0 to 2046.

ISDN PRI default—the definition of the PRI number for a digital network; choose a value from the list that appears when you click on this field.

Station Control Password Length—the length of the station control password; in the range 0 to 8.

Options—a list of some available customer options on this Meridian 1; click on the check boxes to select and deselect options until the list reflects the options that this customer uses.

Directory Numbers—up to three directory numbers (DNs) in standard 10-digit telephone format.

Click on **OK** to accept the currently displayed data. Click on **Cancel** to return to the MAT Site Configuration (Customer view) without updating the data.

Editing the Numbering Plan view

Select **Numbering Plan** from the View menu of the MAT Site Configuration window to view a list of customers and their currently selected numbering plans.

Select **Add** from the Edit menu to display the Numbering Plan dialog. Select **Update** from the Edit menu to update the Numbering Plan for a particular customer.

Figure 23
Numbering Plan dialog

The following list defines the valid data for each field in the Numbering Plan dialog. Tab to move from field to field.

Customer Number—click on the down arrow to display a list of a customer numbers defined in the Customer view.

Note: If no Customer Number is defined, the Customer Number default value of 0 is displayed.

Range Type—a choice of range types. Click to select Non-DID Range or DID Range. If this customer has more that one range or range type, you must add multiple ranges.

DID Exchange—Direct Inward Dial exchange. Type the appropriate exchange. (0-999, but no alpha characters).

DN Type—a choice of directory number types. Click on the down arrow to select the appropriate type.

Usage—an index entry which helps you locate particular numbering plans; any value up to 22 alphanumeric characters.

Range—enter the range of data for the Range Type you selected. If the Range Type requires a range of values, enter data in both the **From** and **To** fields. Some Range Types require only a single value. In such cases, enter data in the **From** field only. You must enter data in this field to update a numbering plan.

Click on **OK** to accept the currently displayed data. Click on **Cancel** to return to the MAT Site Configuration window (Customer view) without updating the data.

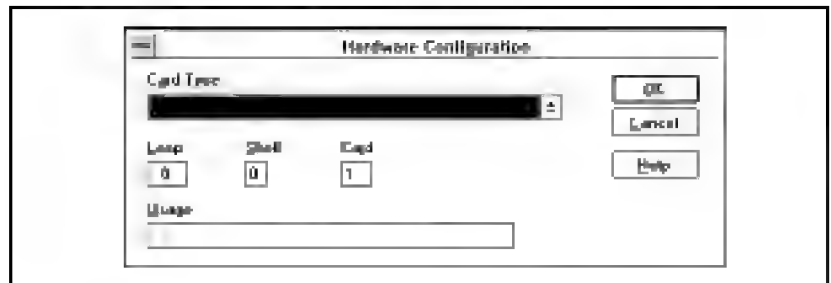
Editing the Hardware view

Select **Hardware** from the View menu to display a list of the defined hardware types in the MAT Site Configuration window.

To add configuration information (for example, an additional card), select **Add** from the Edit menu. To view or update existing configuration information, select **Update** from the Edit menu in the MAT Site Configuration window.

To remove a hardware item, select the item and select **Delete** from the Edit menu.

Figure 24
Hardware Configuration dialog



The following list defines the valid data for each entry field in the dialog. Use the <Tab> key or the mouse to move from field to field.

Card Type—the card type being used at the selected Hardware Address; click to display a list of valid card types.

Hardware Address—three fields that define the physical location of the card you are defining:

Loop	The loop number, in the range of 0 to 159.
Shelf	The shelf number, in the range of 0 to 3 (0 - 1 with superloops).
Card	The card number, in the range of 0 to 10 (0 - 15 with superloops).

Usage—a text field which describes the hardware usage.

Click on **OK** to accept the currently displayed data. Click on **Cancel** to return to the MAT Site Configuration window (Hardware view) without updating the data.

MAT Site Configuration menus

The MAT Site Configuration window provides menus for performing related tasks. This section describes these menus and their contents.

Note: If a menu is dimmed, it is not available. For example, the Edit, View, and Synchronize menus are dimmed until you create and open a site. After you open a site, these menus become available for use.

File menu

The File menu provides access to Site data files. Data for each site resides in a separate subdirectory named for the site.

New site

Use **New Site** to create and name a new site.

Open site

Use **Open Site** to open and display an existing site.

Close site

Use **Close Site** to close an open site.

Delete site

Use **Delete Site** to delete an existing site.

Note: Before deleting a site, ensure that no other MAT applications have the site opened or accessed (e.g., during database updates or data collection). As well, ensure that no events are scheduled to run on this site. Otherwise, errors may occur when the site's database files are accessed by the other applications. If you have deleted a site which was in use by another application, then close that site and open another site.

Backup Site

Use **Backup Site** to copy existing data for the currently open site to a backup archive (usually on diskette).

Note 1: Site Directory consists of all Station Data, CPND Data, Call Accounting Data and Traffic Data.

Note 2: Backup utility does not compress the data so the size of the file may get quite large.

Restore Site

Use **Retrieve Site** to copy data from a backup archive (usually on diskette) into the MAT Site Configuration window.

Print

Use **Print** to print the data for an open site.

Exit

Use **Exit** to close the MAT Site Configuration window.

Edit menu

The Edit menu enables the user to manipulate site data. A site must be open for this window to be available.

Undo

Use **Undo** to reverse the effect of the previous edit action.

Cut / Copy / Paste

Cut deletes selected information from the window work area and places a copy of selected information on the Windows Clipboard. **Copy** places a copy of selected information on the Windows Clipboard. Use **Paste** to put information stored on the Clipboard into the window work area.

Note: The contents of the Windows Clipboard cannot be copied to a different file.

Add / Update / Delete

Add, **Update**, and **Delete** perform operations on the currently selected entry. To select more than one entry for deletion, hold down the <shift> key while selecting additional entries. **Add** creates a new empty entry and makes it available for editing. **Update** displays the selected entry, ready for modification. **Delete** removes the selected entry or entries, after prompting for confirmation.

View menu

Use the View menu to view different portions of the configuration data for an open site. The selected view is indicated by a check mark next to the menu selection. The view selected in your last session is the default for this session.

Meridian 1 displays the data that define the site itself, including the site name and location, the type of Meridian 1, and the software version and options available on the Meridian 1.

Customer displays data that define Meridian 1 user or users, including customer name, directory numbers, and the PRI and dialing options that the customer uses.

Numbering Plan displays data that define the type of numbering plans (DN ranges) that the selected customer uses.

Note: Numbering Plan ranges are not defined on the Meridian 1 and must be configured manually on MAT.

Hardware displays the peripheral equipment for the Meridian 1, including card type and location (loop, shelf, and card number).

Note: Hardware will be configured when the station data is retrieved.

Synchronization

Use the Synchronize menu to ensure that the MAT data for a Meridian 1 accurately reflects the current configuration.

A Meridian 1 may be updated with new information (such as customer options or packages) from a source other than the MAT system. If this occurs, the information in the MAT Site Configuration database is no longer correct. Synchronize ensures that the configuration data in the MAT Site Configuration database matches the current Meridian 1 configuration.

During Site Retrieval, the MAT system attempts to identify the machine type and software release from the information transmitted by the Meridian 1 system. In some cases, the Meridian 1 system does not provide sufficient information to distinguish among all the possible machine and release configurations.

The machine and release information on the Meridian 1 dialog in the Site module should be verified after a Site retrieval.

A site synchronization retrieves the following data as ordered:

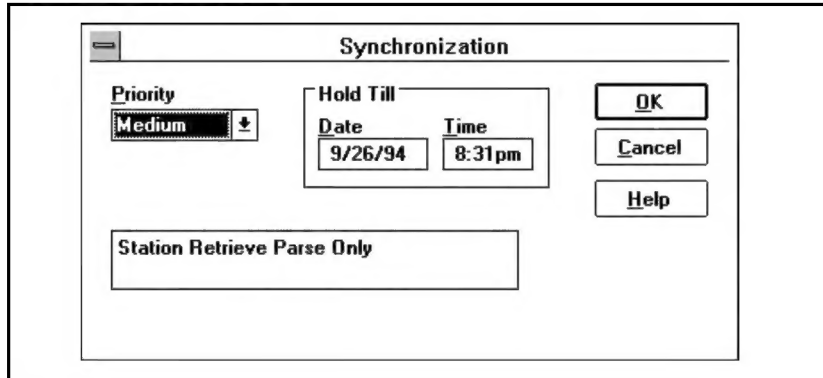
Data Retrieved—Meridian 1

- Machine type
- Release/Issue
- Max Speed Call List
- Multiple Loop Directory Numbers
- Multiple Appearance Redirection Prime
- Options

Data Retrieved—Customers

- Customer Number (each number retrieved)
- Dial Intercom Group
- ISDN PRI default
- Station Control Password Length
- Options

Figure 25
Synchronization dialog



Preparing to retrieve

Before Retrieving Site information, perform the following setup:

- 1 Set up user access to the Meridian 1. From the MAT Configuration menu, choose **User Sites** from the View menu.
- 2 From the MAT User Sites Configuration menu, choose **Add** from the Edit menu.
- 3 Select the MAT User ID and User Site name. (The site does not have to exist yet.)
- 4 Click on **Cust. Pswd.**
- 5 Enter the **Customer number**, **User ID**, **Password**, and the **Secure Data Password**. The password corresponds to the customers Meridian 1 password. MAT can not login to the switch unless the Secure Data Password is provided. Click on **Add**, then **OK**.
- 6 Click on **OK** in the MAT User Site Information box.
- 7 Choose **Exit** from the MAT User Site Configuration menu.

Communication Parameters

Set Up the Meridian 1 to PC communication parameters as follows:

- 1 If you have already created the Site, skip to step 5.
- 2 From the MAT Configuration menu, choose **Sites** from the View menu.

- 3 From the MAT Site Configuration menu, choose **New Site** from the File menu.
- 4 Enter the new Site name. (The same name as you entered above.)
- 5 From the MAT Site Configuration window, choose **Edit** from the New Site Name menu.
- 6 Choose **Update** from the Edit menu.
- 7 Click on **OK** in the MAT User Site Information box.
- 8 From the Meridian 1 Site Configuration menu, choose **SDI1** or **SDI2** and fill in the correct communications parameters. Click on **OK**.
- 9 Choose **OK** in the Meridian 1 Site Configuration box.

Retrieve

Retrieve accesses Meridian 1 data and parses the data into a MAT format database.

- 1 Choose **Retrieve** from the Synchronize menu in the MAT Site Configuration window.
- 2 Enter the customer number as identified in the user access to Meridian 1.
- 3 Choose **OK**.

When you choose **OK**, the Synchronization dialog prompts you to schedule and set up the communications task. See “Scheduling a task” on page 80.

Reviewing Communications Logs

All MAT communications activity is recorded in log files in the MAT working directory. The default name for this directory is MATWORK. The log file is called RTRSITE.LOG. This log can be accessed in MAT through the Log View in the Synchronize menu.

Choose the **Log** menu selection to view or clear the log of MAT communication activity. A submenu appears:

View—Send a summary of a Meridian 1 retrieval to the Viewer, where you can browse and print the log.

Clear—Clear the logfile. This conserves disk space and is a recommended practice.

Scheduling a task

The following data can be entered to schedule a task using the Synchronization dialog (shown in Figure 25 on page 78):

Priority

A text box that contains the currently selected item in a drop-down list box. The list box contains the numbers 1 through 9 representing a priority level for the task. The number 1 indicates High priority, 5 indicates Medium, and 9 indicates Low. The default is Medium. Change the priority by selecting an item in the list, or entering the number in the text box.

The Priority number defines where this task is placed in the current communications task queue.

Hold Till

Two text box fields that define when this task will be sent to the communications queue.

Date

The date for the task in the format *mm/dd/yy* where *mm* is the two digit month in the range 01-12, *dd* is the two digit day in the range 01-31 and *yy* is the two-digit year (leading zeroes are dropped when the input is validated). The default entry is the current date.

Time

The time for the task in the format *hh:mmxx* where *hh* is the two-digit hour in the range 01-12, *mm* is the two-digit minutes in the range 00-59 and *xx* is AM or PM representing before or after 12:00 noon. The default entry is the time at invocation of the dialog.

Note: If you accept the default entries, the task is scheduled immediately.

When you choose **OK**, the task is sent to a Scheduler module of the MAT application. If the task is not immediate, the Scheduler will run iconized on the desktop. The Scheduler must be running (it can be iconized) at the scheduled task time for the task to be sent to the communications task queue.

You are not required to schedule a task at any particular time. You can choose **Cancel** in this dialog and use the Synchronize menu at any time to schedule a task.

Synchronizing

To use Synchronize, select **Retrieve** from the Synchronize menu in the MAT Site Configuration window. In the resulting Site Retrieval All dialog, select the customer number for this operation.

Click on **OK** to continue with the synchronization process. The Synchronization dialog appears. Enter the time and date at which to update the MAT Site Configuration database. Click on **Cancel** to exit without scheduling a synchronization.